

Annexure-I
Format of SOP [First Page]

Company Logo Here XX PHARMACEUTICALS LIMITED 117 Adams Street, Brooklyn, NY 11201, USA
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STANDARD OPERATING PROCEDURE	
<u>TITLE:</u>	DEPARTMENT :
	SOP NO. :
	VERSION NO. :
	PAGE NO. : Page X of Y

ISSUE DATE :	REVIEW DATE :	
EFFECTIVE DATE :	SUPERSEDED :	
REVIEW AND APPROVAL		
Compiled by: [Signature]	Checked by: [Signature]	Approved by: [Signature]
Name :	Name :	Name :
Job Title :	Job Title :	Job Title :
Date :	Date :	Date :
Distribution:		

Annexure-I

Format of SOP [Second Page]

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XX PHARMACEUTICALS LIMITED

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STANDARD OPERATING PROCEDURE

TITLE:

DEPARTMENT :

SOP NO. :

VERSION NO. :

PAGE NO. : Page X of Y

1. Purpose:

2. Scope:

3. Definition /Abbreviation:

4. Responsibilities:

The roles and responsibility is as follows:

Roles	Responsibility

5. Revision Details:

Sl. No.	Version no.	Effective date	Change History

6. Annexure:

7. Procedure:

Prepared by :	Checked by :
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